



OFFICE OF HOMELAND SECURITY

GRANT MANAGEMENT MEMORANDUM (GMM)

2008-031

Date: August 19, 2008
To: All Office of Homeland Security (OHS) Transit Subgrantees
From: Grants Management Division Transit Security Grant Unit
RE: Disencumbrance and Reallocation of Unexpended FY 2005 Transit Security Grant Funds

The performance period for the FY 05 Transit Security Grant administered by the Governor's Office of Homeland Security (OHS) is approaching the 09/30/2008 grant expiration date. OHS has been closely monitoring the expenditure rates of its transit subgrantees. In the next few weeks, OHS program representatives will be contacting subgrantees verifying that they are on schedule to fully expend the funds awarded. If contacted, subgrantees will be required to submit documentation that expenditures will be fully accomplished prior to the grant expiration date. Supporting documentation will consist of invoices, contracts, performance bonds, cancelled checks and other indicators that expenditures have occurred.

Subgrantees with transit security grant funds unexpended or not on track to be fully expended will be given written notice and the funds will be disencumbered 30 days from that date.

These unexpended transit security grant funds will be made available for reallocation to subgrantees that have fully expended or are on track to fully expend their FY 2005 transit security grant funding.

Consideration for allocating disencumbered funds will be as follows:

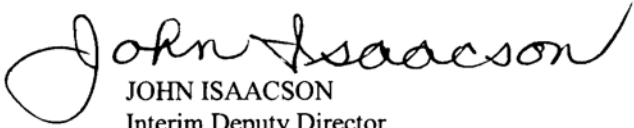
1. Projects that meet the requirements of the grant funds.
2. Subgrantees that have substantially expended and are on track to fully expend all FY 05 grant funds.
3. Subgrantees that have substantially met the reporting requirements of their grants.
4. Projects that can be accomplished within approximately 90 days and prior to the grant expiration date.
5. Subgrantees within the region from which the funds were disencumbered.

Subgrantees with projects they would like to submit for consideration to receive an allocation of disencumbered funds are requested to submit potential projects to OHS Transit Security Grant Program Manager, Cindy Barrett, at Cindy.Barrett@ohs.ca.gov. OHS will review the projects submitted that meet the criteria above and can be accommodated within the federal performance period.

For further assistance, please feel free to contact your program representative. Contact information is available on our website located at http://www.ohs.ca.gov/pdf/OHS_Regional_Transit_Map.pdf.

Thank you for your efforts to keep California safe.

Sincerely,



JOHN ISAACSON
Interim Deputy Director
Grants Management Division